

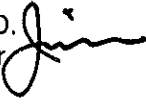


STATE OF TENNESSEE
DEPARTMENT OF FINANCE AND ADMINISTRATION
DIVISION OF INTELLECTUAL DISABILITIES SERVICES
ANDREW JACKSON BUILDING, 15TH FLOOR
500 DEADERICK STREET
NASHVILLE, TN 37243

MEMORANDUM

MEMO # 0142

TO: CJ McMorran
John Craven
Levi Harris

FROM: James R. Finch, Ed. D. 
Deputy Commissioner

DATE: June 25, 2010

SUBJECT: Revised Housing Costs Subsidy Policy

Attached is a revised **Housing Costs Subsidy Policy** (Policy P-010-D). Please implement this policy immediately.

This policy revision outlines an exception process whereby rent or lease payments may be supplemented to assist with expenses related to over-the-counter medication and/or co-pays for service recipients who demonstrate need. Such authorizations must be approved by the Deputy Commissioner or designee.

Please distribute this memo to appropriate staff and to service providers.

JRF: kc

Attachment